



TOWN OF UXBRIDGE
BOARD OF SELECTMEN
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Jill R. Myers
Town Manager

MEMORANDUM

TO: Honorable Board of Selectmen

FROM: Jill R. Myers, Town Manager

DATE: July 7, 2006

SUBJECT: Town Manager's Report for the BOS Meeting of July 10, 2006

MORE – Municipalities Organized for Regional Effectiveness: The regionalism group consisting of 22 central MA communities which has been dormant for a few years has now formally aligned with the CMRPC. Uxbridge has been a member as represented by the Town Manager or BOS Chairman. Its purpose is to expand Town management capacity/resources, joint procurements, and work on a regional identity.

Blackstone River Bikeway Project: The DPW Director and I met with the Planner. We are also working on comments to MA Highway on their plans at 25% completion. A portion of the bikeway is to run behind the Lavallee property. We have a meeting on 7/20 in Boston to meet with MA Highway and the Bikeway Project Planner.

Collective Bargaining:

- DPW Negotiations: The negotiations session was held on 6/21 for the contract expiring 6/30/06. Our next session is scheduled for 7/25
- Police Negotiations: The next meeting is scheduled for 7/13. This is to resume negotiations for the contract which expired June 30, 2005.
- Town Hall/Dispatchers Unit: I am awaiting notice of the Union's ratification of the MOU.

Access to Town Counsel: The question was raised by Chairman Woods. Staff viewed the files and found that during the Interim period, both the Chairman and Vice-Chair had access to Town Counsel. Prior to that a form was submitted to the Town Manager who authorized access.

Pole hearings 6/29 and 7/7: Recent pole relocation hearings were published, held, and approved for a pole at B.J.'s, Sutton Street, and Hartford Avenue West.

Department Head Meeting: A meeting is scheduled for 7/10 to kick off the fiscal year and discuss policies and procedures.

Blanchard Designer Contract: I am waiting to receive a standard contract from Town Counsel and will have it finalized in the next week. The grant documents needed to be completed first and that occurred on 6/23. I expect the project time-line to remain as anticipated.

DOR Rep visit on 7/7: We had a meeting with the DOR representative to discuss end of year closing of the books scheduled for July 15. We are also going to hold a financial team/staff workshop in August, and I plan to request a Management Audit (Town policies and procedures), which requires a vote from the BOS to request it from the DOR.

Finance: The Accountant circulated an end of year memorandum. The FY05 audit is still pending await follow-up materials from the School Department which should arrive shortly. The FY06 audit is scheduled to begin in late August.

Appointments: I have appointed Mark Wickstrom as an Alternate to the ZBA and moved John Higgins into the full membership slot vacated by Francis Susskey. I met with Mr. Susskey for an exit interview. Tom Dill has been appointed to fill the slot on the Website Committee vacated by Carol Masiello. Dr. Kay Denherder has been appointed to fill the slot on the Board of Health vacated by Nick Masiello. Marla Zeneski has been appointed as the Town Manager representative to the UCAT Board of Directors. I also contact Mr. Karagosian for an exit interview from the BOR.

Cultural Council Vacancy: Ann Coles has decided not to seek reappointment to the Cultural Council. There is now one opening on this Committee. The vacancy is being advertised via the Town Clerk's bulletin board as well as on local cable. Interested applicants should fill out a talent bank form which can be obtained in my office or downloaded from the Town website.

Update on Hot Dog Express Common Vic. License: Attached is a report from the Building Inspector showing the parcel of land where the Hot Dog Express is currently parked and a letter from the property owner granting permission for use of this land. The BOH informed me that this business is up to date on their permitting and fees through that office.

New Hires/Vacancies: The three new part-time clerks started work this week: Joe Smith – Board of Selectmen, Patty Crane – Town Clerk, Ellen Mayo – Senior Center. We have also begun to advertise for the 20 hour/week Health Agent position funded as of 7/1/06. The Police Department has also hired two new full-time Police Officers: Benjamin Smoot and Gregory Bach. Chief Freitas is in the process of recruiting for a full-time dispatcher.